

October 25, 2011

Beeville Independent School District  
Attn: Mrs. Sue Thomas, Superintendent  
201 North St. Mary's Street  
Beeville, Texas 78102



Dear Mrs. Thomas,

The State Board of Education passed an amendment to 19 TAC§129.21 (k)(1). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered “in attendance” when participating in off-campus activities with an adjunct staff member of the school district . Section 3 of the Student Attendance Handbook state:

- (4-12) 1. The student is participating in an activity which is approved by the local board and is under the direction of a professional staff member of the school district or an adjunct staff member. This adjunct staff member must have a minimum of a bachelor’s degree, and be eligible for participation in the Teacher Retirement System of Texas.
- (4-13) Students participating in any activity which is not approved by the local school board and/or without certified district personnel supervision are counted absent [see (4-12)]. To qualify for funding purposes, the certified district staff member/adjunct staff member must be accompanying the students as an official of the school district for the specified purpose of supervising the students and must be approved by the school board to supervise the activity. For example, student participating in 4-H activities which are supervised solely by a County Extension Agent are reported present.

This amendment provides local school boards the opportunity to recognize County Extension Agents as adjunct staff members and to count students participating in 4-H/Extension educational activities “in attendance for Foundation School Program purposes.”

Bee County requests adjunct staff member status for the County Extension Agents for the school year 2011-2012. The following faculty are eligible for participation in the Teacher Retirement System of Texas and have a minimum of a bachelor’s degree.



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Mrs. Sue Thomas  
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<u>Agent:</u>	<u>Title:</u>	<u>Degree:</u>	<u>Date:</u>	<u>Institution:</u>
Matt Bochat	CEA-AG/NR	Masters Bachelors of Science	Dec. 1994 Dec. 1987	Stephen F Austin Texas A&M

The enclosed "Adjunct Faculty Appointment" agreement is provided for your use. It serves as a written agreement verifying the Bee County Extension staff appointment as adjunct faculty to your school district. Upon approval of our staff as adjunct faculty, please sign and return the agreement to us. You will receive a copy once all the appropriate signatures are in place.

We hope that the Beeville Independent School District will accept this request. Please let us know if you would like to schedule an appointment to discuss the amendment and request or if you need any additional information.

Sincerely,



Matt Bochat  
County Extension Agent  
Agriculture/Natural Resources

Enclosure

## **ADJUNCT FACULTY AGREEMENT**

### **THE STATE OF TEXAS COUNTY OF BEE COUNTY**

On this date, at regularly scheduled and posted meeting, came the Board of Trustee of the, hereinafter referred to as "District." A quorum having been established, the Board proceeded to consider the appointment of the herein named individuals as adjunct faculty members of the.

Upon consideration and vote of \_\_\_\_\_ in favor and \_\_\_\_\_ to oppose,  
Matt Bochat, CEA-AG/NR and Bee County 4-H Coordinator are hereby named as adjunct faculty members of the subject to the following conditions and provisions of such appointment, to wit:

1. This appointment shall commence on the \_\_\_\_ day of \_\_\_\_\_ and end on the \_\_\_\_ day of \_\_\_\_\_, being the end of the 2011-2012 academic year.
2. Adjunct faculty members will receive no compensation, salary, or remuneration from .
3. Adjunct faculty members are and shall remain employees, in good standing, of Texas AgriLife Extension Service.
4. Adjunct faculty members shall be under the direct supervision of the District Extension Administrator of District 11, Texas AgriLife Extension Service.
5. Adjunct faculty members shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefits of Texas AgriLife Extension Service employees. District shall have no responsibility for any such benefits or plans.

Adjunct faculty members shall direct the activities and participation of students of the school district in sponsored and approved activities as designated from time to time by adjunct faculty members of which notice shall be given to School District administrative personnel. Adjunct faculty members' activities and participation with students of the School District are directed, supervised, and controlled by and through supervisory personnel of the Texas AgriLife Extension Service pursuant to the supervisory authority of the District Extension Administrator. Adjunct faculty members are not the employees of School District, and School District does not nor shall not supervise, direct, or control the activities and/or participants of such Bee County Extension Agent who has been herein designated as adjunct faculty member.

The appointment is made by and through the Board of Trustees of said district for the benefit of allowing voluntary student participation in programs conducted by Texas AgriLife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by Texas AgriLife Extension Service. This appointment is made in accordance with the provisions of Section 129.21(k)(1) of the Texas Administrative Code authorizing the school to deem such participating students in attendance for foundation school program purposes.

This appointment of the herein named Bee County Extension Agent (Texas AgriLife Extension Service employee) are not intended nor shall be construed as a waiver of any claim or defense of sovereign or governmental immunity from liability now possessed by or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Adjunct Faculty Appointment Accepted By:

\_\_\_\_\_  
County Extension Agent  
Bee County

Approved:

\_\_\_\_\_  
By: District Extension Administrator, District 11  
Texas AgriLife Extension Service